

## **Permitting Costs and Fee Schedules**

Fees and permits are an important source of revenue for communities, but often communities charge overly conservative fees for building permit and subdivision and site plan applications. Ideally, communities should charge developers to cover all the costs associated with a building permit, subdivision, or site plan review.

### ***Building Permit Fee Schedules***

How municipalities charge for building permit application and inspection fees varies in the central New Hampshire region. Some communities view charges associated with building permits more as a user fee, while other communities subsidize the costs associated with the building inspector with funds raised by taxes. Essentially, each community in the central New Hampshire region employs one of three primary fee structures for building permits.

#### **Flat Fee Method**

This is the most basic fee structure used by communities in the region. Although easy to administer, the flat fee system is generally over simplified and does not recoup many of the costs incurred while a structure is being built. Often the fee does not cover the costs evolved for a single inspection, let alone the administrative oversight of the application review and processing, and other subsequent inspections for plumbing, electrical, and so on.

#### **Square Foot Method**

The second fee structure commonly employed is a per square foot charge. The theory is that larger residential and commercial structures pay more, as a greater commitment is required by the Town to process the application, review plans, and inspect the structure.

#### **“Mixed Bag” Approach**

The last method used for assessment of building permit application fees is a “mixed bag” approach. This approach has several fees associated with a building permit application. Typically, individual fees are charged for the general application, a rough framing inspection, an electrical permit and inspection, as well as a plumbing permit and inspection. This fee structure is generally the most equitable way of distributing the costs of reviewing building permit applications and inspecting of structures under construction, as the majority of the implicit and explicit costs of the construction process is borne by the home builder. Pembroke currently has employed the most thorough application of this method.

### ***Subdivision and Site Plan Review Fee Schedules***

Subdivision and site plan review fees are basic flat fees associated with the review of projects by the planning board and, in some cases, support staff. Unlike building permits, there is little variation between the types of fees employed by communities. Furthermore, virtually all of the communities within the region view planning board related fees as user fees, as all the costs of reviewing applications are borne by the developer.

<b>ALLENSTOWN</b>	<b>New Residential Construction</b> \$10 Application Fee  \$.10 per square foot \$125 Inspection Fee	<b>Demolition</b> \$10 up to 144 S.F.  \$25 up to 500 S.F. \$50 over 500 S.F.	<b>Commercial Building Permit</b> \$10 Application Fee  \$15 Plan Review Fee \$.10 Per Square Foot (Total Building) \$25.00 Per Inspection	<b>Industrial Building Permit</b> \$10 Application Fee  \$15 Plan Review Fee \$.10 Per Square Foot (Total Building) \$25.00 Per Inspection	<b>Minor Subdivision</b> \$200 per lot  \$50 per sheet recording fee \$10 per abutter	<b>Major Subdivision</b> \$200 per lot  \$50 per sheet recording fee \$10 per abutter	<b>Site Plans</b> \$100 per 250 square feet of building area \$50 per sheet recording fee \$10 per abutter
<b>BOSCAWEN</b>	<b>New Residential Construction</b> No Charge	<b>Demolition</b> No Charge	<b>Commercial Building Permit</b> No Charge	<b>Industrial Building Permit</b> No Charge	<b>Minor Subdivision</b> \$25 Administrative Fee \$25 Newspaper Notice Fee \$4 per abutter	<b>Major Subdivision</b> \$25 Administrative Fee \$25 Newspaper Notice Fee \$4 per abutter	<b>Site Plans</b> \$25 Administrative Fee \$25 Newspaper Notice Fee \$4 per abutter
<b>BOW</b>	<b>New Residential Construction</b> \$15 Application Fee \$.25 per square foot of structure	<b>Demolition</b> \$.06 per square foot	<b>Commercial Building Permit</b> \$100 Application Fee \$.15 per square foot of structure	<b>Industrial Building Permit</b> \$100 Application Fee \$.15 per square foot of structure	<b>Minor Subdivision</b> \$300 Application Fee \$100 Per Lot Created \$5 per abutter	<b>Major Subdivision</b> \$400 Application Fee \$100 Per Lot Created \$20 per abutter	<b>Site Plans</b> \$400 Application Fee (Residential) \$100 per dwelling unit \$200 Application Fee \$1,000(Nonresidential) \$50 per square foot
<b>BRADFORD</b>	<b>New Residential Construction</b> \$45 homes under \$100,000 Est. Cost \$60 homes \$100,000 Est. Cost and Over \$20 per inspection \$20-25 per plan review	<b>Demolition</b> \$10	<b>Commercial Building Permit</b> By value of building proposed	<b>Industrial Building Permit</b> By value of building proposed	<b>Minor Subdivision</b> \$65 \$30 per lot	<b>Major Subdivision</b> \$65 \$30 per lot	<b>Site Plans</b> \$90  \$1 per 1,000 over \$50,000

<b>CANTERBURY</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$125  \$175 for new residences w/ garages	Unknown	\$100 per 1,000 Square Feet	\$100 per 1,000 Square Feet	\$100 per 1,000 Square Feet  \$20 per lot  \$10 per abutter	\$50 Application Fee \$50 Application Fee \$20 per lot  \$10 per abutter	\$50 Application Fee  \$10 per abutter
<b>CHICHESTER</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$25	Unknown	\$100 for first 1,000 SF \$75 for each 1,000 SF or portion thereof	\$100 for first 1,000 SF \$75 for each 1,000 SF or portion thereof	\$100 application fee and first lot \$50 per additional lot	\$100 application fee and first lot \$50 per additional lot	Unknown
<b>CONCORD</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$15.50 Application Fee \$5.70 per \$1,000 \$5.70 per \$1,000 for building relocation \$.052 per square foot		\$15.50 Application Fee \$5.70 per \$1,000 \$5.70 per \$1,000 for building relocation \$.052 per square foot	Unknown	Unknown	Unknown	Unknown
<b>DEERING</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$45 New Residence \$30 Accessory Structures (100 sq+) \$10 Renewal	Unknown	Unknown	Unknown	\$100 Application Fee \$100 Advertising Fee	\$150 Application Fee \$50 per Lot  \$100 Advertising Fee	Unknown

<b>DUNBARTON</b>	<b>New Residential Construction</b> \$36 Minimum Fee  \$.15 per SF of Finished Living Area \$.10 per SF of Unfinished Living Area	<b>Demolition</b> \$36	<b>Commercial Building Permit</b> \$.20 Per Square Foot of Structure	<b>Industrial Building Permit</b> \$.20 Per Square Foot of Structure	<b>Minor Subdivision</b> \$150 Review Fee  \$50 per Lot	<b>Major Subdivision</b> \$150 Review Fee  \$50 per Lot	<b>Site Plans</b> Unknown
<b>EPSOM</b>	<b>New Residential Construction</b> \$175 Application Fee \$725 Single Family \$725 Duplex \$25 / Unit \$200 mobile home in park	<b>Demolition</b> \$30	<b>Commercial Building Permit</b> \$750 Application Fee & \$25 for each Commercial Unit	<b>Industrial Building Permit</b> \$150 Application Fee & \$25 for each Unit	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
<b>HENNIKER</b>	<b>New Residential Construction</b> \$75 up to 1,000 SF  \$.08 per square foot over 1,000 SF	<b>Demolition</b> \$25.00	<b>Commercial Building Permit</b> \$75 up to 1,000 SF  \$.08 per square foot over 1,000 SF \$50 for minor commercial structures (minimal electrical, no heat or plumbing)	<b>Industrial Building Permit</b> \$75 up to 1,000 SF  \$.08 per square foot over 1000 SF	<b>Minor Subdivision</b> \$150 Application Fee \$50 per lot \$2.98 Abutter Notice  \$12.43 per inch Newspaper Notice	<b>Major Subdivision</b> \$150 Application Fee \$50 per lot \$2.98 Abutter Notice  \$12.43 per inch Newspaper Notice	<b>Site Plans</b> \$25.00 Application Fee \$2.98 Abutter Notice \$12.43 per inch Newspaper Notice
<b>HILLSBOROUGH</b>	<b>New Residential Construction</b> Under \$1,000, No Charge  \$15 Application Fee \$.10 Per Square Foot	<b>Demolition</b> Unknown  Unknown	<b>Commercial Building Permit</b> \$20 Application Fee  \$.10 Per Square Foot	<b>Industrial Building Permit</b> Same as Commercial	<b>Minor Subdivision</b> \$25 per lot  \$45 Publication Fee \$ 2.98 / Abutter	<b>Major Subdivision</b> \$25 per lot  \$45 Publication Fee \$ 2.98 / Abutter	<b>Site Plans</b> Residential \$25/unit  Commercial \$50/GFA \$45 Publication Fee

<b>HOPKINTON</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$50 Application Fee  \$.10 per square foot based on outside dimensions and inclusive of all floor levels	N/A	\$75 Application Fee  \$.10 per square foot based on outside dimensions and inclusive of all floor levels	\$75 Application Fee  \$.10 per square foot based on outside dimensions and inclusive of all floor levels	\$50 Application Fee  \$25 each lot created	\$100 Application Fee  \$50 each lot created	\$50 Residential \$75 Commercial & Industrial \$500 Wireless Telephone Facilities \$150 for each co-location
<b>LOUDON</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$.10 per SF of living area  \$.05 per SF non living area	N/A	\$.10 per SF of living area  \$.05 per SF non living area	\$.10 per SF of living area  \$.05 per SF non living area	\$100 Application Fee \$50 per Lot  \$100 Boundary Line Adjustment  \$5 per Abutter	\$100 Application Fee \$50 Per Lot	\$100 Application Fee \$50 Per Unit (Residential), 1000 of Floor Area or Pavement (Non-Residential) \$25 per unit or 1000 SF of disturbed area (minor site plan)
<b>PEMBROKE</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$25 Application Fee BOCA International Method - Uses multipliers and factors by building type	\$30	\$50 Application Fee BOCA International Method - Uses multipliers and factors by building type	BOCA International Method - Uses multipliers and factors by building type	\$100 Application Fee  \$50 Per Lot	\$100 Application Fee  \$50 Per Lot	\$100 Application Fee  \$25 Per Unit (Residential)
<b>PITTSFIELD</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$37 minimum permit fee  \$0.15 per square foot	\$37 minimum permit fee	\$37 minimum permit fee  \$0.23 per square foot	\$25			

<b>SALISBURY</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$160 Application Fee	Unknown	\$100 Application Fee	\$100 Application Fee	\$100 Per Lot  \$16 Per Abutter \$30 / Sheet Recording Fee	\$100 Per Lot  \$16 Per Abutter \$30 / Sheet Recording Fee	Unknown
<b>SUTTON</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	Under \$1,000 = \$10 Fee \$1,000 - \$10,000 of Estimated Cost = \$20 Fee  \$10,000 - \$30,000 of Estimated Cost = \$30 Fee \$30,000 - \$50,000 of Estimated Cost = \$50 Fee \$50,000 - \$100,000 of Estimated Cost = \$100 Fee Over \$100,000 of Estimated Cost = \$150 Fee	Unknown	Under \$1,000 = \$10 Fee \$1,000 - \$10,000 of Estimated Cost = \$20 Fee  \$10,000 - \$30,000 = \$30 Fee \$30,000 - \$50,000 = \$50 Fee \$50,000 - \$100,000 = \$100 Fee  Over \$100,000 = \$150 Fee	Under \$1,000 = \$10 Fee \$1,000 - \$10,000 of Estimated Cost = \$20 Fee  \$10,000 - \$30,000 = \$30 Fee \$30,000 - \$50,000 = \$50 Fee \$50,000 - \$100,000 = \$100 Fee  Over \$100,000 = \$150 Fee	\$100 Filing Fee  \$100 per lot	\$200 Filing Fee  \$200 per lot	\$200 Filing Fee  \$100 per 1,000 S.F. of area of proposed or existing site
<b>WARNER</b>	<b>New Residential Construction</b>	<b>Demolition</b>	<b>Commercial Building Permit</b>	<b>Industrial Building Permit</b>	<b>Minor Subdivision</b>	<b>Major Subdivision</b>	<b>Site Plans</b>
	\$80 Application  \$.05 per square foot of structure	Unknown	\$80 Application  \$.05 per square foot of structure	\$80 Application  \$.05 per square foot of structure	\$250 Per Lot  \$50 Per Unit	\$250 Per Lot  \$50 Per Unit	\$250 Application & Review Fee

WEBSTER	New Residential Construction	Demolition	Commercial Building Permit	Industrial Building Permit	Minor Subdivision	Major Subdivision	Site Plans
	\$10 Application Package \$100 per Permit	Unknown	\$10 Application Package \$100 per Permit	\$10 Application Package \$100 per Permit	\$50 Application Fee \$20 per Lot Created \$5 per Abutter	\$50 Application Fee \$20 per Lot Created \$5 per Abutter	\$50 Application Fee \$5 per Abutter